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ENG 1001-006: Composition and Language

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English 1001C: Syllabus

Section 006

Spring Semester, 1997

Instructor: Michael Kuo

To Reach Me: My office is in Coleman 315G, and my office hour is 10:00 to 11:00 on Mondays, Wednesdays, and Fridays. My office phone number is 6301 (voice mail), and you're welcome to call me at home at 348-5529 (dial "9" first if you're on campus).

Course Description: A course in the reading and writing of expressive, expository, and persuasive essays. Attention is given to effective expression, clear structure, adequate development, and documentation of sources. Prerequisite: English 1000 or proficiency in basic skills as determined by the English Department.

English at Eastern: At a minimum, you will be required to pass this course, and English 1002C, which is another writing course. The catalogue describes 1002C as a course "designed to improve skills in critical thinking and analytical expression based on the reading of literary texts." Since 1001C is a prerequisite for 1002C, most students take 1002C in the spring semester of their first year. 1002C is a prerequisite for all other English classes. Many of you will also be required to take 3001, Advanced Composition, in your third year. You will also have the option to take almost any upper-division English course as an elective -- for example, Creative Writing -- after you have passed 1002C.

Placement in this class is based on your ACT English score (15 or higher), or upon passing English 1000, Fundamental English. If in the first few days of class I discover that your writing is more on par with English 1000, I will recommend that you switch to a section of Fundamental English. The hitch is that the credits from English 1000 do not count towards graduation.

After you have taken 60 hours of courses, you'll need to take the Writing Competency Exam. Eastern will not let you graduate until you have passed this test. The university is also kind enough to charge you \$10.00 every time you take the test. You'll have to do some written exercises, and write an essay on some topic that will probably be stupid. When I took it in 1984, I had to write an essay on what the state animal should be.

Eastern's "Writing Across the Curriculum" policy, in theory, means that you will be required to do a lot of writing in many of your classes outside the English Department. Eastern implemented this policy several years ago in an attempt to make sure students improve their writing, regardless of their area of study. This is probably a good idea; when I worked as a banker I had a boss who had a Business degree from Eastern and bragged that, outside of English 1001 and 1002, he never had to write a paper at Eastern. He lost his job as bank president soon thereafter, partly because he was unable to express

himself in writing beyond the 10th. grade level. At the same time, I went from being a teller to being vice president in one year, in great part because I was able to write.

Students with Disabilities: If you have a documented disability and wish to receive academic accommodations, please notify me and contact the Coordinator of the Office of disability Services (581-6583) as soon as possible.

Attendance and Participation: Attendance is required. I will reduce your course grade if attendance becomes a problem, on the following scale: two to three unexcused absences — one letter grade; four to six unexcused absences -- two letter grades; more than six unexcused absences--no credit. I will also reduce your course grade by as much as one letter grade if you do not consistently participate in class discussions and activities.

Plagiarism will not be tolerated. The English Department's official plagiarism statement is: "Any teacher who discovers an act of plagiarism -- 'The appropriation or imitation of the language, ideas, and/or thoughts of another author, and representation of them as one's original work' (*Random House Dictionary of the English Language*) -- has the right and the responsibility to impose upon the guilty student an appropriate penalty, up to and including immediate assignment of a grade of F for the assigned essay and a grade of NC for the course, and to report the incident to the Judicial Affairs Office."

Late work will not be accepted except by previous arrangement.

Textbooks: *Harbrace College Handbook*

The St. Martin's Guide to Writing

Webster's Dictionary

English Online: A Student's Guide to the Internet and the World Wide Web

(These should be available at the Textbook Library.)

Computer disks: You'll need to buy five formatted 3 1/2" floppy disks (HD or DS DD) for IBM compatibles.

Conferences: We will schedule individual conferences at least two or three times during the semester. Attendance for these conferences is mandatory.

Important Note: This section meets in Coleman 340—the English Department's brand new technology-integrated classroom. The room has just been constructed, and the computers are some of the very best on campus. You did not know you were signing up for a computer section when you registered, but before you panic, let me try to reassure

you. I'm sure I don't have to convince you that learning how to use computers has to be an integral part of higher education these days. Imagine yourself on the job market, telling a prospective employer you hate computers and never want to touch one in your life.

I will teach this course as a writing course, first and foremost. But I will also teach you how to use *Windows 95*, *Microsoft Word*, *Netscape*, and *Eudora* – as well as teach you how to use e-mail, how to navigate and use the Internet and the World Wide Web, and how to create your own Web pages. That's a lot of computer stuff, but you'll be amazed at how easy it turns out to be, and at how little time, relatively speaking, we actually have to spend on "computer stuff" instead of "English stuff." In the first week or so of class, obviously, we'll need to spend a good deal of time learning the computers. But, after that, the focus will be on writing.

In this course I will teach computer stuff with the assumption that you have never touched one in your life. After teaching over 20 sections of writing classes on computers, I've decided that this is the best course to take. So, we'll start at the beginning. This means that some of you will be a little bored while the rest of the group catches up to your level of computer ability. I will expect you to take this opportunity to help others.

Grading

| | |
|-------------------------------------------------|------------------|
| Six Essays (2 pages each): | 30 points |
| Two papers (5 pages each): | 30 points |
| Quizzes (1 or 2 each week): | 10 points |
| List Serve Notes (1 page every 2 weeks): | 10 points |
| Personal Web Page: | 10 points |
| Group Project Web Page: | 10 points |

***total* 100 points**

The six **essays** will be due according to the schedule below. Topics will be assigned as we go. You can rewrite two of your essays for a higher grade, but you must have a conference (real or virtual) with me about the essay before I'll accept a rewritten version. If your rewrite is worse than the original, I'll keep the first grade in the gradebook. In order to rewrite a paper, it must have been turned in on time the first time, and it must have been long enough.

The two **papers** will be due at Mid-Term and at the end of the semester (see the schedule). I'll give you the topics well in advance of the due dates. Papers can't be rewritten.

List Serve Contributions: We'll maintain an online discussion forum, with a broad range of topics. You'll need to be active in these discussions, and contribute at least once every two weeks.

Personal and Group Project Web Pages: In the last half of the semester we'll work on creating Web pages. You won't have to do much extra writing for this; you'll be able to use your essays and papers.

I'll use the attached "Standards for Evaluating Themes at Eastern Illinois University" to grade all written work.

Regardless of grade, you must turn in all assignments to get credit for the course.

Final Grade: 90 - 100 points = A

80 - 89 points = B

70 - 79 points = C

<70 points = No Credit

SCHEDULE

| MONDAY | WEDNESDAY | FRIDAY |
|-------------------------------------|------------------------------|------------------------------------------|
| JAN 13 | JAN 15 | JAN 17 |
| INTRODUCTION | GET YOUR E-MAIL ACCT! | MUST HAVE E-MAIL ACCT! |
| JAN 20 | JAN 22 | JAN 24 |
| KING'S BIRTHDAY NO CLASS | | ESSAY ONE DUE |
| JAN 27 | JAN 29 | JAN 31 |
| FEB 3 | FEB 5 | FEB 7 |
| FEB 10 | FEB 12 | FEB 14 |
| ESSAY TWO DUE | | LINCOLN'S BIRTHDAY NO CLASSES |
| FEB 17 | FEB 19 | FEB 21 |
| FEB 24 | FEB 26 | FEB 28 |
| ESSAY THREE DUE | | |
| MAR 3 | MAR 5 | MAR 7 |

| MONDAY | WEDNESDAY | FRIDAY |
|------------------------------------------|-----------|------------------------------|
| | | PAPER ONE DUE |
| MAR 10 | MAR 12 | MAR 14 |
| | | ESSAY FOUR DUE |
| MAR 17 | MAR 19 | MAR 21 |
| SPRING BREAK----- | ----- | ----- |
| MAR 24 | MAR 26 | MAR 28 |
| ESSAY FIVE DUE | | |
| MAR 31 | APR 2 | APR 4 |
| APR 7 | APR 9 | APR 11 |
| ESSAY SIX DUE | | |
| APR 14 | APR 16 | APR 18 |
| | | PERSONAL WEB PAGE DUE |
| APR 21 | APR 23 | APR 25 |
| APR 28 | APR 30 | MAY 2 |
| | | GROUP WEB PAGE DUE |
| MAY 5 | MAY 7 | MAY 9 |
| PAPER TWO DUE FINALS WEEK----- | ----- | ----- |

Note Regarding the Use of Computers : The computers do not open up a brave new world of excuses! Making back-up copies--on another disk and on paper—is therefore essential. If you hand in a disk that's missing the assignment (or includes only the "wrong version"), you must produce the file or the printed paper within one school day of me notifying you of the problem.